

**Crestline Sanitation District
Board of Directors Special Meeting
P.O. Box 3395
Crestline, CA 92325-3395
(909) 338- 1751**

Date/Time: May 27, 2014 – 3:00 p.m.

**Place: Crestline Sanitation District Office
24516 Lake Drive
Crestline, CA 92325**

Board of Directors Present:

Matthew Philippe, Chairman
Sheri Fairbanks, Director
Jack Winsten, Director
Ken Nelsen, Director

Board of Directors Late:

Penny Shubnell, Vice Chairman

Crestline Sanitation District Employees Present:

Mark Pattison, General Manager
Rick Dever, Operations Manager
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary
James Schlichting, District Mechanic (Union President)
Jordan Dietz, District Electro-Mechanical Specialist

Others Present:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, Beckett & Kennedy
Phil Waller, Financial Consultant, R.A.M.S.
Kelly Foster, International Brotherhood of Electrical Workers (IBEW)
Mark Meyer, International Brotherhood of Electrical Workers (IBEW)

Call to Order

The meeting was called to order at 3:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

Approval of Agenda

Chairman Philippe called for a motion to approve the amended agenda.

Director Fairbanks made the motion to approve the Agenda.

Director Winsten seconded. The motion passed with a vote of 4-0.

AYES: Chairman Philippe, Director Fairbanks,
Director Winsten, Director Nelsen

NOES: None

ABSENT: Vice Chairman Shubnell

ABSTAIN: None

Public Comment*

No public comments were made.

**Comments made by members of the public are representative of their views and opinions only. Claims and assertions made during Public Comment are accepted without regard to accuracy and are accepted in accordance with Public Comment rules as outlined in state law. Statements made by the public during Crestline Sanitation District Board of Directors meetings do not necessarily reflect the views or opinions of individual Board of Directors or the council as a whole*

New Business

- *Item 1* - Regarding the possible approval of the Memorandum of Understanding with the International Brotherhood of Electrical Workers Local 1436 – Crestline Unit for Fiscal years 2013 - 2016, Chairman Philippe called for a motion to approve. Director Winsten motioned, seconded by Director Nelson. The motion passed with a vote of 4-0.

AYES: Chairman Philippe, Director Fairbanks,
Director Winsten, Director Nelsen

NOES: None

ABSENT: Vice Chairman Shubnell

ABSTAIN: None

- *Item 2* - Regarding the possible adoption of the Personnel Manual, Resolution 028, Chairman Philippe called for a motion to adopt. Director Nelsen motioned, seconded by Director Fairbanks. The Personnel Manual will be reviewed on a yearly basis.

AYES: Chairman Philippe, Vice Chairman Shubnell, Director Fairbanks
Director Winsten, Director Nelsen,

NOES: None

ABENT: None

ABSTAIN: None

Directors Comments

Director Fairbanks noted the importance to revise the prior MOU (Memorandum of Understanding). The policies and procedures need to be updated, as the prior MOU was from the County of San Bernardino. She stated that the revised MOU is very sound, and directed her appreciation to CSD staff.

Director Nelsen thanked CSD staff for their input. He also complimented Chairman Philippe and Director Fairbanks for their work as an ADHOC committee for the MOU.

Chairman Philippe directed a question to Steve Kennedy; Legal Counsel. He asked if the Resolution 028 for the Personnel Manual could be reviewed annually (fiscal) with the union representative. Kennedy stated that it would be at the discretion of the Board.

Vice Chairman Shubnell noted she felt the same as the other Directors. She stated that the signing of the MOU and Personnel Manual is a major milestone for the District.

Director Winsten noted he felt the signing of the MOU and Personnel Manual is the beginning of a partnership between Management and Staff.

Union President James Schlichting thanked the Board of Directors for their fairness in regards signed documents. He stated the documents were sound and thanked Steve Kennedy; Legal Counsel for his help and looked forward to partnership between the Management and Staff.

Legal Counsel Steve Kennedy stated that working with the staff was amazing and was proud to have sat with the Staff and Board.

Budget Workshop

A budget workshop to review the Districts' Capital Improvement Projects and Capital Purchases for fiscal year 2014/2015 was held. The Board of Directors along with the General Manager reviewed employee wages, customer rates, increased maintenance and operation cost, and increased utility rates.

A request for justification on CIP's was made, GM Pattison informed the Board of Directors it would be completed for the next budget workshop.

Also discussed was the future costs associated with the disposal of the Districts' final effluent.

Future Meetings

Tuesday, June 10, 2014 at 3:00 p.m. (Budget Workshop)

Thursday, June 12, 2014 at 3:00 p.m. (Regular Meeting)

